

Empire Township Campground Distribution of Surplus Funds Policy

1. Definitions

1.1 Campground

The Campground that is operated on a portion of parcel 005-033-002-00 by the Township of Empire and known as the "Empire Township Campground".

1.2 Campground Fees

Those funds that are collected from visitors to the Empire Township Campground.

1.3 Recreational

Relating to things people do in their spare time for relaxation and recreation.

Recreation

A refreshment of health or spirits by relaxation and enjoyment with an activity or pastime that promotes this as follows:

A. Active Recreation

A type of leisure recreation that an individual must directly participate in and which requires physical effort. Active recreation includes activities such as, but is not limited to: softball, baseball, football, and soccer fields, tennis and basketball courts, and various forms of children's play equipment.

B. Passive Recreation

A type of leisure and physically low impact recreation that promotes the health and well-being of an individual by offering a constructive, restorative, and pleasurable human benefit or provides an individual with a recreational experience that fosters appreciation and understanding of wildlife and the natural environment. Passive recreation includes activities such as, but is not limited to: fishing, pathways, community gardens, model aircraft flying, not for profit airplane flying fields, libraries, bird watching, and picnic areas.

1.4 Surplus Funds

Surplus funds are the sum of Campground Fees that exceed the costs of upkeep, operation, improvement, and contingency funds of the Empire Township Campground and the William B. Bolton Empire Airport.

2. Policy for Distribution of Surplus Funds

- 2.1** Surplus funds may be distributed by decision of the Empire Township Board for recreational projects within the Township.
- 2.2** In order to ensure that funds are distributed in a way that is compliant with the laws of the State of Michigan, and to best protect the Township from liability, a project must meet the following requirements to be eligible to receive surplus funds:
- A.** The project must be open to the public, and must provide a benefit that is available to all residents of Empire Township.
 - B.** The project must be recreational as defined in Section 1.3 A. or 1.3 B.
 - C.** The Township must have an ownership interest in the land or project. A leasehold interest will satisfy this requirement.
 - D.** The recipient must agree that the Township assumes no liability for the improvement, and the recipient must list the Township as an additional insured on the landowner's insurance policy.
 - E.** The Township will not be responsible for maintenance of equipment installed or any component of a project, unless otherwise agreed to by the Township.
 - F.** The attached *Empire Township Campground Surplus Funds Application* must be submitted to the Empire Township Board. If a project is approved for surplus funds, the application signed, by both the applicant and the Township Board Supervisor, together with any other associated written terms and conditions regarding the project, will be recognized as the official agreement between the applicant and Township for the distribution of surplus funds.

Policy adopted by the Empire Township Board on: January 9, 2018

**Empire Township
P.O. Box 234
Empire, Michigan 49630
Leelanau County**

**Empire Township Campground
Surplus Funds Application**

1.) Name of Applicant: _____

Address: _____

Telephone #: _____ Email: _____

Contact Person: _____

Telephone #: _____ Email: _____

2.) Brief Description of Recreational Project (Include statement how project will benefit Empire Township residents): _____

3.) Fiscal Data: Total Project Cost: \$ _____
Amount Requested: \$ _____ (Funds are distributed only by receipt of invoice)

4.) Township Ownership Interest in Project: _____

5.) Other Pertinent Information Regarding Project for Township Board Approval:

FOR TOWNSHIP USE ONLY

Other Township Project Conditions: _____

Project Approved: Yes _____ No _____

Applicant Certification

By the signature attached hereto, the applicant certifies that the information included on and with this application is, to the best of his/her knowledge, true and accurate.

The applicant understands and agrees that the Township assumes no liability for the improvement, and the applicant must list the Township as an additional insured on the applicant's insurance policy. Proof of this insurance coverage will be provided to the Township upon approval of the project.

The applicant also understands and agrees that the Township is not to be responsible for maintenance of equipment installed or any component of a project, unless otherwise agreed to by the Township.

Lastly, the applicant understands and agrees that this signed application, together with any other associated written terms and conditions regarding the project, is the official agreement between the applicant and Empire Township for the distribution of surplus funds for the approved project.

Applicant's Signature

Date

Township Supervisor Signature

Date